

GENERAL SERVICES ADMINISTRATION**Federal Supply Service****Authorized Federal Supply Schedule Price List**

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The INTERNET address GSA Advantage is: www.GSAAdvantage.gov

Professional Services Schedule (PSS)

Industrial Group: 00CORP

FSC Class(es)/Product code(s) and/or Service Codes (as applicable)

Contract number: GS-23F-0238M

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at www.fss.gsa.gov

Contract period: July 11, 2017 – July 10, 2022

Contractor's name: MarCom Group, Inc.
3975 Fair Ridge Drive, Suite 175N
Fairfax, VA 22030-2930
(703) 218-1600 (Phone)
(703) 218-1673 (Fax)
www.MarComGroup.com

Contract Administration source: Robert Boffi, Chief Operating Officer,
(703) 926-4598.

Business size: Small

1a. Table of awarded Special Item Number(s)

<u>SIN</u>	<u>Title</u>
541-1	Advertising Services
541-2	Public Relations Services
541-3	Web-based Marketing Services
541-4A	Market Research and Analysis
541-4B	Video / Film Production
541-4D	Conference Events and Tradeshow Planning Services
541-4F	Commercial Art and Graphic Design Services
541-5	Integrated Marketing Services
541-1000	Other Direct Costs

Table of awarded Disaster and Recovery (RC) SINs

<u>SIN</u>	<u>Title</u>
541-1RC	Advertising Services
541-2RC	Public Relations Services
541-3RC	Web-based Marketing Services
541-4ARC	Market Research and Analysis

541-4BRC	Video / Film Production
541-4DRC	Conference Events and Tradeshow Planning Services
541-4FRC	Commercial Art and Graphic Design Services
541-5RC	Integrated Marketing Services
541-1000RC	Other Direct Costs

- 1b.** Identification of the highest priced model number and highest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price.

	Name of ODC Element	Highest Ceiling Price with IFF (.75%)	Unit
Events			
	Meeting Space / Event Fees	\$13,640.23	1 day event
Media / Electronic Distribution			
	A/V Production / Photo Shoot	\$109,594.84	1 session
	Broadcast Ad – Radio / TV	\$8,896.23	per ad
	Internet Banner ad / email blast	\$68,727.62	per ad
	Print ad – newspaper / magazine	\$31,339.63	½ page
Print Items			
	Printed Booklet	\$38.86	each
	Printed Poster	\$3.37	each
	Exhibit Booth Display (8'0")	\$23,792.11	per set
	Exhibit Booth Display Shipping Case	\$2,799.19	each
Specialty Items			
	Bag / Tote / Pack	\$3.76	each
	Promotional / Giveaway Items	\$21.74	each
	Office / Desktop Item	\$3.99	each
	Writing Instrument	\$4.52	each

1c.The MarCom Group, Inc. offers the following labor hour categories:

SIN	GSA Schedule Labor Category	Minimum Education / Certification Level	Minimum Years of Experience	GSA Schedule Rate MarCom Site
541-1, 541-2, 541-3, 541-4A, 541-4B, 541-4D, 541-4F, 541-5	President	Master's Degree, Professional Meeting Planner Certificate.	15+ years	\$ 146.35
	Executive Vice President	Bachelor's Degree minimum, Master's Degree preferred	15+ years	\$ 135.38
	Executive Producer	Master's Degree	15 Years	\$ 135.38
	Senior Corporate Consultant	Master's Degree	20 Years	\$ 196.03
	Operations Director	Bachelor's Degree minimum, Master's Degree preferred	10 years	\$ 129.05
	Project Director	Bachelor's Degree minimum, Master's Degree preferred	10 years	\$ 121.95
	Creative Director	Bachelor's Degree minimum, Master's Degree preferred	15 years	\$ 121.95
	Program Manager	Bachelor's Degree	10 Years	\$ 114.87
	Project Manager	Bachelor's Degree	8 Years	\$ 107.32
	Account Executive	Bachelor's Degree	10 Years	\$ 85.76
541-4D	Events Planning Manager	Bachelor's Degree	10 Years	\$ 107.59
541-4A	Principal Analyst	Bachelor's Degree minimum, Master's Degree preferred	10 Years	\$ 160.15
	Senior Marketing Analyst	Bachelor's Degree	10 Years	\$ 89.33
	Marketing Analyst	Bachelor's Degree	8 Years	\$ 59.45
	Associate Analyst	Bachelor's Degree	5 Years	\$ 46.58
541-1, 541-2, 541-3, 541-4B, 541-4D, 541-4F, 541-5	Production Manager	Bachelor's Degree	8 Years	\$ 97.56
	Traffic Manager	Bachelor's Degree	5 Years	\$ 73.17
	Production Specialist	Bachelor's Degree	5 Years	\$ 63.41
	Traffic Coordinator	Bachelor's Degree	5 Years	\$ 63.41
	Art Director	Bachelor's Degree	8 Years	\$ 97.56
	Senior Graphic Designer	Bachelor's Degree	10 Years	\$ 97.56
	Graphic Designer	Bachelor's Degree	8 Years	\$ 82.92
	Graphic Artist	Bachelor's Degree	5 Years	\$ 73.17
	Senior Programmer	Bachelor's Degree	10 Years	\$ 121.95
	Programmer	Bachelor's Degree	8 Years	\$ 97.56
	Multi Media Programmer	Bachelor's Degree	10 Years	\$ 87.81
	Associate Programmer	Bachelor's Degree	5 Years	\$ 68.29
	Web Designer	Bachelor's Degree	10 Years	\$ 97.56
	Web Master	Bachelor's Degree	10 Years	\$ 121.95
	Senior Writer	Bachelor's Degree	10 Years	\$ 97.56
	Writer	Bachelor's Degree	8 Years	\$ 82.92
	Senior Editor	Bachelor's Degree	10 Years	\$ 97.56
	Editor	Bachelor's Degree	8 Years	\$ 82.92
	QA/QC Specialist	Bachelor's Degree	5 Years	\$ 63.41
	Media Buyer	Bachelor's Degree	8 Years	\$ 67.17
541-4B	Director	Bachelor's Degree	10 Years	\$ 146.35
	Producer	Bachelor's Degree	10 Years	\$ 121.95
	Production Support	Bachelor's Degree	5 Years	\$ 103.66
	Make-up / Stylist	Bachelor's Degree	5 Years	\$ 103.66
	Teleprompter Operator	Bachelor's Degree	5 Years	\$ 122.26

Service Contract Act (SCA)

The Service Contract Act (SCA) is applicable to this contract and as it applies to the entire Professional Services Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and/or when the Contractor adds SCA labor categories / employees to the contract through the modification process, the Contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and applicable wage determination (WD) number. Failure to do so may result in cancellation of the contract.

2. **Maximum order:** \$1,000,000.00
3. **Minimum order:** \$100.00
4. **Geographic coverage (delivery area):** Contractor will provide worldwide delivery only.
5. **Point(s) of production (city, county, and State or foreign country):** Fairfax, (Fairfax county), VA
6. **Discount from list prices or statement of net price:** Prices shown herein are net prices. See Labor categories
7. **Quantity discounts:** None
8. **Prompt payment terms:** Net 30
- 9a. **Notification that Government purchase cards are accepted at or below the micro-purchase threshold.** Government purchase cards are accepted for orders at or below the micro-purchase threshold. Yes, the Government purchase card is accepted.
- 9b. **Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:** Government purchase cards are accepted for orders above the micro-purchase threshold. Contact the contract administrator to verify whether or not Government purchase cards are accepted above the micro-purchase threshold.
10. **Foreign items (list items by country of origin):** None
- 11a. **Time of delivery:** As specified on each individual task order.
- 11b. **Expedited Delivery:** Contact contractor to verify if services are available for expedited delivery.
- 11c. **Overnight and 2-day delivery:** Contact contractor to verify if services are available for overnight and 2-day delivery.
- 11d. **Urgent Requirements:** Contact the Contractor's representative to affect a faster delivery.
12. **F.O.B. point:** Destination
- 13a. **Ordering address:** Same as Contractor
- 13b. **Ordering procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.
14. **Payment address:** Same as Contractor
15. **Warranty provision:** The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract.
16. **Export packing charges:** Not applicable

17. **Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):** Contact the contract administrator to verify whether or not there are any terms and conditions of Government purchase cards are accepted above the micro-purchase threshold.
18. **Terms and conditions of rental, maintenance, and repair (if applicable).**
N/A
19. **Terms and conditions of installation (if applicable):** Not applicable. N/A
20. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):** Not applicable.
- 20a. **Terms and conditions for any other services (if applicable):** Not applicable
21. **List of service and distribution points (if applicable):** Same as contractor.
22. **List of participating dealers (if applicable):** Not applicable.
23. **Preventive maintenance (if applicable):** Not applicable.
- 24a. **Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants):** Contact contractor.
- 24b. **If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.)** The EIT standards can be found at: www.Section508.gov/. Contact contractor
25. **Data Universal Number System (DUNS) number:** 96-6813545
26. **Notification regarding registration in System for Award management (SAM) database:** The MarCom Group's registration is active in the System for Award Management website.